

**Tiverton Library Services
Board of Trustees Meeting
April 6, 2011**

Trustees/Director Attending:

**Barbara Donnelly, Chair
Ann Grealish-Rust, Director
Jim Barrett
Lee Hoyer
Greg Jones
Maureen Morrow
Colin Robinson
Jennifer Theroux
Duke McCann (emeritus)**

Guests: Ed Parr

The meeting was called to order at 7:00 PM

Agenda:

- 1. The minutes from the March 2, 2011 meeting were reviewed with some corrections and accepted. They will be placed on file.**
- 2. The Treasurer's Report, including a review of the balance of the**

endowment, was reviewed and placed on file.

3. Union Library. No report.

4. Friends of the Tiverton Library. Reminder to all present that the FOTL have two upcoming events: Dick Wheeler on 4/10 and Susan Luz (rescheduled from February) on 4/13. Everyone was encouraged to attend.

5. New Building Committee. Lee Hoyer reported that on 2/28 the Town Council approved TLS's request to hire a bond counsel to draft legislative language for the Town to have a bond referendum on the building of a new library. The Town Council also approved that this bond referendum be a special election in 11/11.

Lee Hoyer also reported that members of the Board have started to present plans for the new library, using the Power Point presentation, to civic groups around town. Several members of the board met with Ed Parr at the Essex library to become familiar with the presentation. Lee made a presentation to the Greater Tiverton - Little Compton Community Chorus on March 31st. He said the audience was very receptive to the presentation. He updates to board with requests that have been made from more groups including the Ranger School PTO, the Open Space Commission, and the Economic Development Commission. Lee will email board with requests and dates as they come in for members to volunteer to present.

Ed Parr, of O'Toole and Parr, provided the following update on the marketing campaign:

- 1. The collectible bookmarks (8) are available for distribution**
- 2. Countertop displays advertising the bookmarks will be placed in banks, schools, both libraries, etc. He asked for ideas from the board.**
- 3. The website, www.building-the-vision.org is almost ready for full launch. There will be a direct link from the main TLS website.**
- 4. The Building the Vision displays are also ready to go into the community. They will be accompanied by pick-up cards.**
- 5. FAQs are also ready on the web and in print format**

Lee Hoyer asked the board to consider payment of \$2545.00 to O'Toole and Parr for work to complete the website, including two blogs. The expense reflects additional programming costs. A motion was made to make this payment, the motion was seconded and the board gave unanimous approval.

Lee Hoyer also said that the e newsletter was ready to go out to 2,500 addresses, many of which are patrons of the library and other stakeholders. Recipients can, at any time, unsubscribe to the newsletter.

6. Foundation report. Barbara Donnelly and Lee Hoyer reported that Dan Barry held a meeting recently with the leadership group. They

report that the group is very energized and are going into the community to meet with more potential donors for the library project.

7. Director's Report. Ann proposed that a new copy machine be purchased for the Essex Library via CORE, a firm used by the Town of Tiverton for similar purchases. The cost is \$2356.00 plus \$294.00 for an extra paper drawer. A motion was made, seconded and the board gave unanimous approval for this purchase.

Ann asked for the board's advice regarding the lending of the TLS projector. After a brief discussion, the board agreed that the projector is not to be lent out. It is for the use of TLS personnel, members of key TLS groups, etc for presentations and programming. Ann also provided her written March report.

Ann reported that OLIS has asked for documents which will form the appendix of Tiverton's application to the State for funding a new library. She was asked by the board to send a list of documents to all board members.

8. Old Business. Ann reported that she has one document showing the scope of masonry work to repair the steps of Essex Library. This will form the basis for the solicitation of bids for the job. She also reported that she received an estimate for repair of the side gutter that will require solicitation of bids secondary to the costs. Finally, Ann reported that landscapers are not returning phone calls

regarding trimming the front hedges and general landscaping at Essex. Maureen Morrow said she will give Ann additional names of landscapers.

9. New Business. Jennifer Theroux reported that the current budget document on the Town website reflects the amount that the town administrator and the budget committee requested for TLS for the upcoming fiscal year.

10. Lee Hoyer asked that a small committee of the Board study how a new Tiverton library can better serve seniors. Maureen Morrow offered to work with Ann Grealish-Rust on this committee.

The meeting was adjourned at 8:35 PM